AMAN VARMA

THE ESSENTIALS

A Journal for Self-Exploration

THE ESSENTIALS

6 SIMPLE CONCEPTS TO IMPROVE THE QUALITY OF YOUR LIFE.

BY

AMAN VARMA

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I've had several mentor throughout my life. Some came for a short duration some for long. Some came in person and some through books & media. Some gave me wisdom and some direction. I am a product of their guidance and personal effort in self study, reflection & practice of timeless wisdom. All my works are heavily influenced by mix of all that I've ever learnt, understood & practiced. I thank all my mentors who sculpted me into being who I am today. Above all, my ultimate mentor, that power behind everything, whom I can see, hear & feel, who talks to me through intuition, that intelligence, the true care taker, who's always with me, I thank him. It is all possible only because of his grace. He is the protector, provider and teacher. I'm an imperfect instrument in his hands, i just try my best to give as much as I can, because he's given me more than I could imagine.

Some mentors who heavily influenced my life (not limited to):
Osho

Other Teachers from whom I've learnt tremendously:
Alex Hormozi - business
Wallace D Wattles - success
Jim Rohn - goal setting
Jason Capital - social skills
Brendon Burchard - positive mindset
Rahul Kaushik - influences beyond human psyche
Sukumar Gaur Das - art of reading
Robert Greene -
Om Swami
Swami Sarvapriyananda

Top books which heavily infleunced me:
Ashtavakra Samhita
Bhagavad Gita
Zen Teachings of Bodhidharma
The Science of Getting Rich
$100M offers & leads
My other favourite books:
The millionaire booklet Grant Cardone
Deep Work Cal Newport
Compound Effect Darren Hardy
Atomic Habit James Clear
The richest man in babylon
Think & Grow Rich Napoleon Hill
Rich dad poor dad
Other works that influenced me

Dhammapad & other buddhist texts
Tao te Ching audio discourse by Osho
Miscellaneous hindu philosophical texts

100s of books I've read and have forgotten but still they remain in subconscious is some form. Countless people who solved some of my problems. Family who supported me which I was dependent. I give all my thanks to them.

Aman Varma

ABOUT YOU

"The best investment you can make is in YOU."

When you bought this book, you bought stock in YOURSELF. You have proved that you have confidence in YOURSELF.

You are ready to take charge of your life. You are ready to become PROACTIVE.

You are ready to become your greatest version. You are ready to turn your world around.

You have taken the FIRST STEP in getting whatever you want in life by investing in this book.

ABOUT THE BOOK

This book is the output of my willingness to become more productive and qualitative being in life. This is a quick self-help digest. The book is for the young and old. It has been written with the objective of explaining those qualities and habits which are worth cultivating and how to cultivate them.

The content in this book will have a great impact in improving the quality of your life. This book is the reflection of my efforts, researches, introspection and analysis that I have been doing from last 3 years broadly based on the subject **self mastery**. "The Essentials" contains in depth knowledge of 100+ hours of personal development videos, 150+ self help articles, 30+ books, Seminars, one on one interaction with great people that I have personally gone through.

The ideas presented in this book are generated after enough study and evaluation. Every being is different from one another and so does their experiences. Some of the ideas may not be as useful as others. The trick is to know, select, reciprocate, adopt and introspect each of the concepts that suit your experiences the best. I am sure that this book will change your life because I have realized that the best investment you can make is in you.

5 REASONS this book is for you if –

1. You want to create an extraordinary life for yourself.
2. You want to evolve yourself in 3 realms of life i.e. Spiritual, Physical & Psychological.
3. You want to be world class at whatever you do.
4. You want to become your greatest version of yourself.
5. You want to become an amazingly interesting being.

CENTRAL MESSAGE OF THE BOOK

You can make anything and everything out of your life. It is only you who is responsible for the quality of life you are living. There are certain qualities that are absolutely necessary (essential) for you to live your dream life. It is possible for you to become limitless and live your life from the heart, without any resistance.

"Self Mastery is the ultimate solution"

The List of Essentials:

1. Life purpose: To feel alive.

2. The 3% Rule: To make yourself wealthy.

3. Journaling: Documenting your life.

4. Reading & Applying: Knowledge alone is not power.

5. Golden Rule List: To follow.

6. Self Mastery: The ultimate solution.

WARNING: LIFE IS ALWAYS A TEST. THESE CONCEPTS ARE YOUR TOOLS TO PASS THESE DIFFICULT TESTS AND CREATE A QUALITY LIFE FOR YOURSELF BECAUSE YOU DESERVE IT.

ESSENTIAL 1:

LIFE PURPOSE

Essential 1: Life Purpose

"Life purpose defines who you are"

With my personal experiences one thing I have realized is that people often misinterpret goals with life purposes. They think their personal and professional goal is their life purpose.

According to me and my experiences what I have realized is that "Life purpose is your perspective to live your life in a way that makes you feel happier, loved, connected and alive." A life purpose is a statement that defines how you want to feel, what you want to do and how you want to contribute yourself with this world. Life purpose gives you themes to live rather than goals to achieve. Goals limit you and themes expand you. It is important to have life purpose because it makes you to feel alive, vibrant, charged and worthy of yourself. It makes you limitless and an infinite being.

Life purpose is not about picking a purpose to live by. It is a much deeper concept because it is about discovering something that is buried deep down into your existence. It is what makes you feel fulfilled, it is what you were born for and it is what you will live by. It is a dynamic process as it keeps evolving over the course of your life. Humans are spiritual beings. We need to connect to people around us and we do that by expressing our emotions. Having a life purpose gives you that confidence to express your full range of emotions without fear and guilt. It lets you share your full potential.

Ultimately what you are trying to do is get to the core of yourself, figuring out what your values are and the kind of expression you want to have so that you are 100% authentically expressing yourself through your work.

We exist on this earth for some undetermined period of time. During that time we do things. Some of these things are important. Some of them are unimportant. And those important things give our lives meaning and happiness. The unimportant ones basically just kill time.

So when people say, "What should I do with my life?" or "What is my life purpose?" what they're actually asking is: "What can I do with my time that is important?" This is an infinitely better question to ask.
Lastly, it does not end with finding out your life purpose; you have to figure out how you will align your life with your purpose. That is why it is called "Life Purpose" - Living your life with a purpose. Let me warn you with this, it takes a lot of courage and enthusiasm to live your life on principles and values.

Exercise: How to find your life purpose?

There are many different ways you can use to discover your life purpose. But I will share with you only what has helped me along my journey. The best way is to do introspection.

After some research, I have put together a series of questions to help you figure out for yourself what is important to you and what can add more meaning to your life.

Note – Be true to yourself while you proceed with the questions for the best results.

Q1. What struggle or sacrifice am I willing to tolerate?
Q2. What is true about me today that would make my 8-year-old self cry?
Q3. What makes me forget to eat and sleep?
Q4. Gun on my head, if I had to leave the house all day, every day, where would I go and what would I do?
Q5. If I knew I was going to die one year from today, what would I do and how would I want to be remembered?
Q6. What would I be doing if I had all the money in the world and money was not a motivating force for me? What would I be doing with my time?
Q7. What kind of impact do I want to have on the world?
Q8. What will make me feel fulfilled if I did it full time?
Q9. What do I love? What am I good at?
Q10. What do I want to do with my life? What am I passionate about?
Q11. I should be living up to my full excellence. Why am I not doing that?

These are some of the questions I asked myself. The depth and context of question change as per your situation. There are no specific questions in existence. You have to go in a flow the takes you to the deepest of yourself and discover your life purpose. When I am talking about the purpose I am talking about "the thing" that makes you feel alive. Base your life around what you want to do – forever because at the end of the day the only thing that matters is who had the most fun.

Life purposes are beyond materialistic world, they are not limiting you. Let me explain you. If you think that your life's purpose is to establish a business empire, have an 8 digit bank balance, a huge house and expensive cars then it is going to be limiting. What will you do if you accomplish this in a few years? What after that? The moment you realise you have made it, it's over! You will get a little bit of stimulation here and there but ultimately that is going to make you feel empty

because after that there is nothing for you to do. You will want to contribute and influence people.

My life's purpose is to share. What is it that I see out there for myself? What drives me? What motivates me to do what I do? I want to share with you some of my insights on my life purpose.

"My purpose is to be an inspiration to the world by genuinely working on myself to such a degree that people are inspired by what is possible for them. I see myself as having the opportunity to influence people, I see myself as being able to go out and set an example, I see myself turning my life into the most that I can make of it and sharing that. For me that is powerful. I see for myself an amazing life."

Reason: I get to do whatever I want in my life; I get to interact with amazing people, I get to share my values without needing anything in return, I don't care about money, approval, validation just because It makes me feel good. I picture myself writing books, having a million followers on YouTube, standing in front of thousands of people and sharing my knowledge, my wisdom and my message without any filter and bullshit and deliver that speech so powerfully that the audience is moved to transform their lives. I see myself feeling proud for being an excellent human being.

Why is having a life purpose essential?

- To live your dreams and achieve your goals.
- To live an exciting and extraordinary life.
- To be successful in every area of your life.
- To live your life to the fullest.
- To free yourself from limitations.
- To be an infinite being with infinite potential.
- For self-mastery.

How do you know if you are living your life purpose or not?

Well, here's a simple test:
If you are not living each day with excitement, energy, and passion, then you are not living true to your life purpose.

What will stop you from living your life purpose?

Listening. Yes! Listening to people. People will tell you what to do! They will tell you to become a doctor or work in a bank and make lots of money and guess what? You stop! You listen to them and now you are not living your life purpose to the maximum. So, ask them what are they doing? If they are potential being listen to their suggestions but moreover listen to your heart and live your purpose because it is your life, your time. Once you believe in yourself you will start to manifest your life's your life purpose.

When you start taking for granted your talent, your passion, your gift that's the moment you stop living your life's purpose. When you start appreciating your talent (emanating from the Latin "talentum" which means sum of money) it will start generating wealth. But having talent is not enough; you have to start putting values on your talent.

"Don't waste your life living someone else's life"

Final Words:

If you don't have a purpose right now, **set your purpose to find a purpose. Start to think ahead.** Find your purpose by reading, researching and testing out what you want to do because only then you will grow and create an extraordinary life for yourself. The two greatest days of your life are the day you were born, and the day you find out what your purpose is, but if you don't know what your purpose is than you don't know why you are here, and it can be hard to keep going.

I want you to create an amazing life, for that you have to go to the next level..

<u>BONUS</u>

3 Unexpected Ways to Find Your Life Purpose

1. Get more action.

You can't think your way into finding your life purpose; you have to do your way into it. Take a mental note from Nike and Just Do It. The more we act, the more we get clear on things. So instead of over thinking it -- Will this work out? Should I try that? What if I don't like it? What if I don't make money at it? Start taking steps toward your goals and start trying new things. This will help you get out of your own way. I struggled for years trying to find out what my purpose was. This cycle only created a deeper lack of clarity. The experience is the reward; clarity comes through the process of exploring. Action is where you get results.

2. Drop from your head to your heart.

Your heart is your best tool to access your true purpose and passion. Ask yourself what you love? Start taking steps to do what you love. When you are inspired and connected to your happy self, inspiration floods your heart and soul. When you lead from your heart, you are naturally more joyful and motivated to explore. By doing what you love, you will be inspired and gain insights into what brings you the most joy.

3. Break Up with the "ONE"

Many of us struggle because we try to find that ONE thing that we are meant to do; but trying to find only one thing is the reason why we feel like something is missing. The notion that we have only one thing we are meant for limits us from fulfilling our greatness. So start getting in touch with your passions! When you lead a passionate life you are living your life on purpose.

Let go of thinking there is only one purpose for you and embrace the idea that our purpose in life is to love life fully by putting ourselves into our life! This means we jump in and try new things; we stop resisting the unknown and we fully engage in what is happening right here, where we are. To lead a purposeful life, follow your passions. When we live a passion-filled life we are living on purpose, and that is the purpose of life. That feeling that something is missing goes away when you lead a passion-filled life. The need to seek our purpose comes from a lack of passion. When you don't feel connected to your life, you lack purpose and passion. To fix this emptiness simply add more passion. To boil it down, remember this simple equation:

Passion + Daily Action = Purposeful Life

Consider that the real purpose of anyone's life is to be fully involved in living. Try to be present for the journey and fully embrace it. Soon you will be oozing with passion, and you will feel so purposeful and fulfilled you will wonder how you lived life without it. Enjoy the journey into your own awesome life.

ESSENTIAL 2:

THE 3% RULE

Essential 2: The 3% Rule

"The best investment you can make is in YOU"

There is a great quote which says "3% of your total income should be invested in your personal development and that your time is the most precious thing you can spend."

Before we begin with this essential Let us take a look at the meaning of the word invest. According to the Oxford Dictionary,

Meaning 1: Buy something whose usefulness will repay the cost.

Meaning 2: Devote time or energy to an undertaking with the expectation of a worthwhile result.

Meaning 3: Provide something with an added quality.

The essential no 2 is all about investing your time, money and energy in developing yourself and becoming your greatest version. The kind of person who is world-class in whatever he does. Who is driven by passion and an urge to create an extraordinary life.

You should spend more of your time, money and energy is improving your skills, experiences and knowledge. You need to develop new positive and useful habits that will contribute in making you a resourceful person and a valuable asset to others in the long run.

Applying the 3% rule in your life will guarantee you success in your long run. It is the 2nd most absolutely necessary thing in your life after the life purpose.

As you starting investing in and developing yourself you become useful and deserving. Becoming useful and worthy is the greatest aim of humanity. Do you want to make more money? If yes, then INVEST IN YOURSELF. You can make more money or acquire more of whatever you want by investing in YOU than in any other investment. You will attract what you deserve. This is where the BIG SUCCESS is going to come.

Investing in yourself may be the most profitable investment you ever make. It yields not only future returns, but often a current pay-off as well. The surest way to achieve a better quality life, to be successful, productive, and satisfied is to place a priority on investing in both personal and professional growth. The effort you put into consistently investing in yourself plays a large role in determining the quality of your life now and in the future.

You are the most important place you can put your time and money, and yet you are probably the one thing that tends to get neglected in life. When other people's priorities come up or it's time to sacrifice something, you might be the first to

bend. But investing in yourself is not a selfish act. In fact, by helping make your life better, you will by default make the lives better of everyone else around you. And investing in yourself is the best way to ensure that you are well-taken care in the future, too.

Generally speaking, investing in yourself is the best thing you can do. Anything that improves your own talents; nobody can tax it or take it away from you. They can run up huge deficits and the dollar can become worth far less. You can have all kinds of things happen. But if you've got talent yourself, and you've maximized your talent, you've got a tremendous asset that can return ten-fold. – Warren Buffet

Spending and investing isn't the same thing. Spending simply exchanges value, say, money for rent. Investing creates value in that after your initial cost is paid, you can keep getting value without new input. Getting a big promotion might give status and prestige, but it also eats away more time. In order to count as a great self-investment, your efforts need to pay you back with more time or energy, not less.

You are your greatest investment. The better the things you put into yourself the greater your returns are going to be. At least, that's how I look at it. It's typical to think of investment as just stocks, bonds and mutual funds. But that's too narrow a definition of investment for me. I like to think of investment as something you can do for yourself right now that will cause you to get a much better life in the future.

If you stripped Bill Gates of his assets and dumped him on the street…he'd be back to living a comfortable life with plenty of income in about a week. Why?

Bill Gates has tons of **human capital**.

"The stock of competencies, knowledge, social and personality attributes, including creativity, embodied in the ability to perform labor so as to produce economic value."

If Bill Gates suddenly became homeless he could walk into the headquarters of any major company on the planet, offer his services as a consultant and start making 6+ figures a year. Focusing on building your human capital is a lot more productive than worrying about "job security."

Most of the time, I'm a reasonably happy and content person. I feel upbeat about my own life and I feel in touch with the world around me. Sure, I occasionally dive into melancholic moods, but compared to my mental state several years ago, things are going incredibly well for me.

It's not easy, though. I spend time virtually every day keeping my mind in good shape and keeping my spiritual self – that sense of connecting with things I don't fully understand – in shape, too. Without proper care and feeding – without a little regular time investment – it's easy to watch these areas of your life wear down, leaving you feeling constantly exhausted, unhappy, and feeling rather empty on the inside.

So if the portfolio of "you" needs a little bit of extra love, here are some options for investing in yourself:

1. Advance your education –

Extra classes, advanced degrees, relevant certifications, are all valuable investments. Take classes, either in person or online. Utilize available training – enrol in workshops, attend conferences or participate in webinars. Expand your knowledge – there's lots of information available on nearly any subject imaginable. Read books, articles, white papers, anything related to the talent or skill you want to work on. Keep current – stay abreast of the latest trends or advancements. Subscribe to publications, read blogs of experts, and follow the latest news.

2. Explore your creative side

There is a fountain of creativity within most of us that has never been tapped or certainly hasn't been used to its highest potential. We may need to unearth, and hone our individual creativity. Creativity, in any form, helps us to grow personally and professionally, to view problems and solutions in different ways and to utilize other parts of our mind that may have been previously untapped. It's important to keep in mind that creativity has many faces. It's far broader than being a painter or sculptor; it's also about trying new things.

- Learn a new language – take a class or use language training software
- Try gourmet cooking – enrol in a formal class, by a new cookbook, or ask someone you know who enjoys cooking in a different way.
- write something – a book, short stories, poetry, anything

- Explore the outside world – try gardening, bird watching, or landscape photography
- Enjoy music – play an instrument, learn a new one or join a music group of some kind.
- Create something tangible – paint, sculpt, make pottery, make jewellery or design your own clothes.

Choose some form of activity that you have never tried, haven't practiced in years, or have never explored fully.

3. Nurture your mind and body

Nurturing both your mind and body allows you to have more to give now and in the future, more energy, more knowledge, more compassion, more ideas, greater strength, physical and mental endurance.
Expand your mind. Learning new things and keeping your mind active even in simple ways helps to grow and maintain your mental ability.

- Read – anything and everything
- Explore culture – attend performances, listen to different style of music, travel, or join an organization or group comprised of people from different backgrounds.
- Open your mind – engage in conversations with those who disagree with you. Look at an argument and try to make a case for the opposing point of view.
- Keep your mind active – play word games, (yes, even Words with Friends counts,) board games that include strategy, or try using your brain to perform simple calculations rather than relying on a calculator.

Care for your body. Your body is like a well-oiled machine. If you care for it in the way that you might maintain an expensive car, it will perform marvellously and last for a very long time. Remember the basics:

- Give it high quality fuel –translation: make healthy food choices as often as possible. What you eat does play a large role in your energy and ability to perform. You truly are what you eat.

- Don’t push it too hard – translation: rest and relax often, slow down and don’t overload your system. Also, don’t shift gears too quickly; it causes stress and damage to “your machine,” A.K.A. your body.
- Get regular and necessary maintenance – translation: go to the doctor when you’re sick – don’t put it off until you totally break down. Better yet, use preventative maintenance; get check-ups, take appropriate vitamins and pay attention to irregular or erratic behaviour.
- Polish the exterior – translation: take care of the outside too. Many people dismiss this as frivolous and self-indulgent, but it’s not, as long as you don’t go overboard. We’re not talking about facelifts and Botox, we’re talking about getting a fabulous haircut, and wearing clothes that make you feel confident and attractive.

4. Go to a Seminar/Conference

A great way to learn more about your industry or break into a *new industry* is attend a seminar or conference. Not only will you learn a great deal, but you can also meet a number of new people.

If you don’t have the money to attend a conference, then try to be in the area when the conference will be held and attend meet ups. That way you can meet a lot of new people and start to foster more relationships in the industry.

5. Invest in your health.

Usually exercise and proper eating is the first thing to go when other priorities pop up. But that makes investing in your health all the more important. And being healthy is the best way to insure your other investments in life (like taking care of your family and being productive at work) keep up. Investing in your health can be as simple as a having a healthy breakfast each morning. It could mean taking walks after dinner or signing up for that personal trainer that you’ve always wanted. Do something daily to invest in your health and you’ll be sure to reap wonderful returns.

6. Start a Habit

What is one thing you wish you did every day? Here are some ideas:

- Write a blog post

- Learn something
- Exercise
- Reach out to an influencer
- Brainstorm ideas

7. Build Your Personal Brand

What does your online presence look like? What happens when someone Google's your name?
The topic of personal branding is too big to cover right here, so I'll limit myself to one actionable suggestion.

Challenge: Create an "Infographic Resume."

An infographic resume is a small, visually appealing webpage that provides your bio, contact information, accomplishments and skills. The good news is that completing this challenge is incredibly simple: just go to re.vu, kinzaa or visualize.me and create your page.

Next time you apply for a job or need to introduce yourself to someone online, just direct them to your resume page (that wasn't so hard!).

8. Honour Your Intuition By Tapping Into It:

I show myself love when I trust my gut enough to honour the message it's sending. Listening to my intuition allows me to make better decisions. The more I learn to tap into my intuitive nature, by trusting the feelings coming up, the more it pays off. If you are intuitive, you will find that valuing intuitive information such as incoming messages, feelings, energy, signals or the vibe in a room, you have a leg up on things. Valuing your intuition by not allowing the thoughts, statements, or feelings of others to take away from what you know to be true is incredibly helpful. Paying closer attention to how you truly feel helps to make smarter, better, faster decisions about how to proceed. If I ignore a vibe, a feeling, or an energy, I find myself regretting the decision(s) or action(s) I make. The more we honour our intuition, the more we can trust it and start to lean on it to guide us.

9. Invest in Building Your Confidence:

People who believe they are valuable have something to say, and others listen. Invest in yourself by developing an understanding of your inner value.

Embracing your value will provide you with confidence. You will no longer hold your thoughts back, muffle who you are, or wait until later to share what you know is on your heart. Sure, being introverted can get in the way. As an introvert myself – I get that. But, being introverted also provides unique position of strength in this regard. Introverts tend to make slower, more deliberate moves and these can pay off for us. For women in general, introverted or not, stepping into our value and sharing it with confidence is a process. Begin by taking some or all of the steps towards loving yourself. This is a great way to invest in your value and build on it. The more you invest in yourself personally, financially, emotionally, physically, and spiritually – the greater the returns. Once you start to build, you will find yourself suddenly speaking up, and showing up. Had you told me even five years ago that I would have a business with my name on it never mind a website with my face so prominently displayed, I would have laughed. I was not ready; I had not invested enough to make this mental leap. After putting in the time, taking small steps, and investing in my value as a person, I can see and feel the tremendous value I hold. I want you to see the value that you hold. I want to hold onto it for you, until you are ready to take hold of it for yourself. I want to call on you to Rise Up & Be Seen. It's time. You know it is. Your heart is probably pounding just reading this because you know **it's time.**

10.Reconnect to Your True Nature:

When I feel like I am moving off course, not listening to my deep inner callings. When I get distracted by the noise of life. When I lose touch with who I am, I go to nature. Nature, she never disappoints me. I go to nature to be fed. To listen to what I need from myself, to get some space from what has me all tied up in a knot. I go to nature to find my way back. My time in nature is often spent in quiet reflection, because that is where the rubber meets the road, no getting away from myself there. When I am wrestling deeply with my thoughts, or reflecting on how grateful I am for where I am and who I am, I listen to the voices of thought leaders who inspire me.

Do you have a place that you go to that brings you back to centre? How often do you allow yourself the time to go there?

Final Thoughts

All of these strategies are very useful ways to invest in you. They can improve your energy level, your decision making process, your knowledge base, your ability to focus, your available free time, and so on.

The catch is this: **None of these will really help without long-term consistency.** You need to stick to these things over a period of time to really see the benefits. Reading one challenging book is good, but reading them consistently is what will make the difference. Getting one good night of sleep is good, but getting consistent nights of sleep is what will make the difference. Getting a batch of exercise is good, but getting consistent exercise is what will make the difference.

So here's your game plan. Pick one of these strategies and commit to making it a habit in your life. Try to take steps forward on that strategy every single day for a while. Commit to getting a better night of sleep for a month or to spending an hour a day reading a challenging book instead of watching television in the evening.

Gradually, you'll find that you have more energy, more skills, more relationships, more knowledge… and eventually all of that will translate into more income.

ESSENTIAL 3:

JOURNALING & DOCUMENTING.

Essential 3: Journaling & Documenting

"The life of every man is a diary in which he means to write one story, and writes another; and his humblest hour is when he compares the volume as it is with what he vowed to make it." —J.M. Barrie

Journaling every day is a habit that comes with a lot of great benefits, like dealing with emotions, focusing on goals, and developing creativity.

The best thing about journaling – You can write whatever you want that you cannot speak. You can let your emotions flow through words.

Gandhi has said, *"Happiness is when what you think, what you say, and what you do are in harmony."*

Happiness will give you an extraordinary life. You can experience happiness only if you are able to express your full range of emotions without resistance, shame and guilt. Our emotions are the "energy in motion" which needs to flow without resistance. Depression is nothing but blockage of energy.

Journaling is not a commonplace habit, it is a *keystone* habit. Keystone habits affect how you work, eat, play, live, spend, and communicate. As Duhigg says, "they encourage change by creating structures that help other habits to flourish."

Once you are locked in the journaling habit, you will automatically see an increase in other positive life habits. Personally, I started to feel less worried about things. Before I journaled, I sometimes felt a big confusion in my head; now, all that confusion is resting on Day One, ready for me to analyze it when I'm in a calmer state of mind.

The habit of journaling allowed me to become more sensitive to small things around me, to appreciate some moments better, to write more, to communicate better, to be more comprehensive, and ultimately: to live a happier life.

Journaling daily is the most potent and powerful keystone habit you can acquire. If done correctly, you will show up better in every area of your life— every area! Without question, journaling has by far been the number one factor to everything I've done well in my life.

The problem is, most people have tried and failed at journaling several times. It's something you know you *should* do, but can never seem to pin down.

Some of the most influential people in history kept detailed journals of their lives. Keeping a journal has great benefits you can enjoy immediately. Here's why you might want to sit down regularly to jot down your thoughts.

Journaling stop over thinking:

Journaling helps you to stop over thinking about the past, present or future. Over thinking is a major cause of unhappiness in life. Journaling can help you to free your heart from any negative energy blockage.

Journaling Optimizes Your Creative Potential

I've been doing this the past year and it has reframed my entire approach to life. Additionally, I've never before had so many creative ideas crystallize. If you want to have more creative flow in your life, stop checking your social media and email so much. Check them once or twice per day. Detach from the addiction to numb your mind and escape reality. Instead, get lost in the creative projects you've always wanted to do.

Journaling Accelerates Your Ability To Manifest Your Goals

As part of your morning creative burst, use your journal to review and hone your daily to-do list. Review and hone your life vision and big picture goals. As you read and re-write your goals daily, they'll become forged into your subconscious mind. Eventually, your dreams and vision will consume your inner world and quickly become your physical reality.

Journaling Creates A Springboard For Daily Recovery

People struggle drastically to detach from work. More now than ever, we fail to live presently. Our loved ones are lucky to experience a small percentage of our attention while they're with us.

However, utilizing your journal can curb this mismanagement. At the end of your work day, re-open your journal and review your to-do list from that day. If your morning journal session was excellent, you'll have likely gotten everything done you intended to do. Private victories always precede public victories.

Journal sessions are your post-work reflection time. Account to yourself what you got done that day and what needs to be moved to tomorrow. Write the things you learned and experienced.

Lastly, direct your subconscious by writing about things you want to focus on tomorrow. As you put work behind you for the evening, your subconscious will be preparing a feast for you to consume during your next morning's creative and planning session.

This end of the workday journal session need not be as long as the morning session. Greg McKeown, author of *Essentialism*, recommends writing far less

than you want to—only a few sentences or paragraphs at most. This will help you avoid burnout.
A primary objective of this session is to mentally turn-off work-mode. Just as in physical training, you need to rest and recover between work days in order to get stronger.

Use this session to completely unplug and detach from work. This is your time to recover and be present with your loved ones—there is more to life than work. The higher quality your recovery, the more potent and powerful your creative sessions will be.

4. **Journaling Generates Clarity And Congruence**

This keystone habit has so much power! By journaling in the morning and evening, you'll quickly see the incongruence in your life.

You'll see crystal-clearly what needs to be removed and what should be included in your life. Journaling is a beautiful and powerful facilitator of selfdiscovery. My own journaling is how I've come to form my sense of identity and path in life.

Not only will you have more clarity about your path in life, but journaling improves your ability to make small and large decisions along the way.
On the pages of your journal will be the future world you are creating for yourself. You are the author of your life's story. You deserve to be happy. You have the power to create whatever life you want. As the designer of your world, get as detailed as you desire.

5. **Journaling Clears Your Emotions**

Several research studies have found that writing in your journal reduces stress. These benefits include:

- Reducing scatter in your life
- Increased focus
- Greater stability
- Deeper level of learning, order, action, and release
- Holding thoughts still so they can be changed and integrated
- Releasing pent-up thoughts and emotions • Empowerment
- Bridging inner thinking with outer events
- Detaching and letting go of the past
- Allowing you to re-experience the past with today's adult mind

When you are in an intensely emotional mood, journaling can help you more fully experience and understand those emotions.

After you've vented on the pages of your journal, you'll quickly find a release. Objectivity will return and you'll be able to move forward.

Without a journal, intense emotional experiences can be crippling for hours, days, and even years. However, an honest and inspired journal session can be the best form of therapy—quickly returning you better and smarter than you were before.

6. **Journaling Engrains Your Learning**

Humans are bad at retaining information. We forget most of what we read and hear. However, when you write down the things you've learned, you retain them far better. Even if you never re-read what you've written, the simple act of writing something down increases brain development and memory.

Neurologically, when you listen to something, a different part of your brain is engaged than when you write it down. Memory recorded by listening does not discriminate important from non-important information. However, writing creates spatial regions between important and non-important pieces of information—allowing your memory to target and engrain the important stuff you want to remember.

Furthermore, the act of writing allows your subconscious mind to work out problems in unique ways, intensifying the learning process. You'll be able to work out problems and get insights while you ponder and write about the things you're learning.

7. **Journaling Increases Your Gratitude**

Even if you start a journal session in a bad mood, the insight writing brings has a subtle way of shifting your mind towards gratitude.

When you start writing what you're grateful for, new chambers of thought open in the palace of your mind. You'll often need to put your pen down and take a few overwhelming breathes. You'll be captivated not only by the amazing things in your life, but by the awe and brilliance of life.

As part of your morning and post-work journaling sessions, be sure to include some gratitude in your writing. It will change your entire life orientation from scarcity to abundance. The world will increasingly become your oyster.

Gratitude journaling is a scientifically proven way to overcome several psychological challenges. The benefits are seemingly endless. Here are just a few:

- Gratitude makes you happier
- Gratitude makes other people like you

- Gratitude makes you healthier
- Gratitude boosts your career
- Gratitude strengthens your emotions
- Gratitude develops your personality
- Gratitude makes you more optimistic
- Gratitude reduces materialism
- Gratitude increases spirituality
- Gratitude makes you less self-centered
- Gratitude increases your self-esteem
- Gratitude improves your sleep
- Gratitude keeps you away from the doctor by strengthening physiological functioning
- Gratitude lets you live longer
- Gratitude increases your energy levels
- Gratitude makes you more likely to exercise
- Gratitude helps you bounce back from challenges
- Gratitude makes you feel good
- Gratitude makes your memories happier (think of Pixar's *Inside Out*)
- Gratitude reduces feelings of envy
- Gratitude helps you relax
- Gratitude makes you friendlier
- Gratitude helps your marriage
- Gratitude makes you look good
- Gratitude deepens your friendships
- Gratitude makes you a more effective manager
- Gratitude helps you network
- Gratitude increases your goal achievement
- Gratitude improves your decision making
- Gratitude increases your productivity

Journaling Unfolds The Writer In You

If you want to become a writer one day, start by journaling. Journaling can help you:

- Develop strong writing habits
- Help you discover your voice!
- Clear your mind and crystallizes your ideas
- Get closer to the 10,000 hours Malcom Gladwell says are required to become world-class at what you do

- Produce gems you could use in your other writing

Journaling Records Your Life History

I started journaling in 2013 after reading an article about the importance of journal writing.

After finishing that article, I have never stopped writing in my journal. I have more than 4 journals filled with my thoughts and experiences. I'm certain they will be cherished by my ancestors as I've cherished the writing of my loved ones who have passed on.

Other Benefits Of Journaling

Some other benefits of journaling include:

- Heals relationships
- Heals the past
- Dignifies all events
- Is honest, trusting, non-judgmental
- Strengthens your sense of yourself
- Balances and harmonizes
- Recalls and reconstructs past events
- Acts as your own counsellor
- Integrates peaks and valleys in life
- Soothes troubled memories
- Sees yourself as a larger, important, whole and connected being
- Reveals and tracks patterns and cycles
- Improves self-trust
- Directs intention and discernment
- Improves sensitivity
- Interprets your symbols and dreams
- Offers new perspectives
- Brings things together
- Shows relationships and wholeness instead of separation

Strategies To Enhance The Experience

- Meditate for 5-10 minutes to heighten your mental state
- Listen to music
- Write about the people in your life – you'll get breakthroughs about how to improve those relationships

- Write with confidence and power – use this to strengthen your resolves
- Write “Today is going to be the best day of my life.” – read that over and over until you begin to believe it
- If you can’t think of what to write, try writing about minute details of your day or recent history
- Or start with gratitude
- There are no rules
- Figure out the system that works for you – it takes time

Conclusion

I dare say that journaling is one of the most important things to do in your life. If done effectively, it will change *everything* in your life for the better. You’ll become the person you want to be. You’ll design the life you want to live. Your relationships will be healthier and happier. You’ll be more productive and powerful. You’ll create an extraordinary life.

ESSENTIAL 4:

READING & APPLYING

Essential 4: Reading books and application of knowledge.

"To read without reflection is like eating without digestion" – Edmund Burke

I love that quote. This is what Essential 4 is all about. You should never stop learning and reading is the best way to learn. You should read more and more non-fictional books to improvise the quality of your life.

Reading is a complex cognitive process of decoding symbols in order to construct or derive meaning (reading comprehension). It is a means of language acquisition, of communication, and of sharing information and ideas.

But a person who actually applies his knowledge in practical life is the one who creates an extraordinary life for himself. Reading is cool; it broadens your mind and takes your creative powers to a next level.

Reading is to the mind what exercise is to the body. Everything you read fills your head with new bits of information, and you never know when it might come in handy. The more knowledge you have, the better-equipped you are to tackle any challenge you'll ever face. Through reading, you expose yourself to new things, new information, new ways to solve a problem, and new ways to achieve one thing. Who knows – you might find your new hobbies within it. Who knows – you might actually explore one thing you really like and it may end up becoming your career and success in the future. Exploration begins from reading and understanding. Reading does help you form a better you, doesn't it? Through reading, you begin understand the world more. Through reading, you begin to have a greater understanding on a topic that interest you; for example: how to build self confidence, how to make plan better before taking action, how to memorize things better and more. All of these self improvements start from the reading; through reading, you create a structured path towards a better understanding and better actions to take in the future.

When you are reading, you are actually gaining the knowledge and experience of someone. It can hasten your success towards a goal, as you don't need to repeat the same mistake while focusing on the right path in achieving one thing.
It's like a mountain of gems for you to discover in books, which contain people's successes, failures and advice. Life is too short for you to keep repeating the mistakes that had been done by other people in the past, in order for you to reach the results that someone might already reached. There are more than four thousand billionaires and 12 million millionaires today. To become one of them, the first thing is to learn and get to know their past, what they did in the past that makes them where they are today. Reading is a great path to get to know them, and learn from these great people.

Reading exposes you to a world of imagination, showing you nothing is impossible in this world. By reading, you are exploring a different angle to see a thing you've known, on how different action leads to different results. Books are beyond imagination. It's like a huge spider web, where you keep linking to more and more to things you knew, and things you just learn, structuring new solutions and answers.

C. S. Lewis once said, "We read to know we are not alone." What this means to me is that, through books, more than through any other medium, I can have conversations with the minds of other people--how they think, what they believe, what they value. And more important, I can find out more about myself. There is something identifying and affirming to realize that other people have thought the same thoughts, had the same struggles, felt the same longings.

Benefits of Reading:

- It increases Intelligence.
- It boosts brain power
- It can make you more empathetic
- Reading can help you relax
- Reading before bed time can help you sleep better.
- It is a fundamental skill builder
- It improves your vocabulary
- Improves concentration and focus
- Builds self-esteem
- Improves memory
- Improves your discipline
- Improves creativity
- Gives you something to talk about
- Books are inexpensive entertainment
- Improves yours reasoning skills
- You'll discover surprises
- Can change your life
- You'll make more money
- It could help keep your brain sharp.
- Self-help books, on the other hand, can ease depression.

We all hear the phrase “Knowledge is power” get thrown around quite a bit. Our teachers told it to us when we were growing up in order to inspire us to want to learn, business leaders and authors instilled that principle over and over again, and maybe even our parents told us it a time or two.

The truth is, knowledge really does have a lot to do with the amount of success we achieve. It really does contain a lot of power. But the thing is, the knowledge part really isn’t where the power lies. Knowledge is pretty much useless unless you apply it to your life.

I’m not sure where I first heard this principle, “Application is power”, but I think it really challenges what past gurus have taught the past thousand years. Everyone thinks “knowledge is power”. If you have certain knowledge that automatically makes you more powerful. But unless you have a way of applying that knowledge to the world or to your life, that knowledge is useless.

So I’m here to pass on this brand new concept. “Application is power”. Applying your hard earned knowledge and expertise is where the true gold lies because until you take some action and allow that knowledge to flourish, it’s useless.

You must put yourself out there an apply your expert knowledge in order for it to make you successful and powerful. The power lies in your ability to apply your knowledge, not in the knowledge itself. So when you start doing something with your expertise, and making things happen, that is when the true power will come your way.

ESSENTIAL 5:

GOLDEN RULE LIST

Essential 6: Golden Rule List

Imagine if it tomorrow you were going to die. You have only 24 hours left with you to do all the things that you wanted to in this life. Will you be living the same way as you are today? Ask yourself what all things you will do if it was your last of life. Think about it.

You and I are not living our lives as we are supposed to be. We want to free our hearts. Let go of all hatred and love everyone who surround us. This question is what motivates me to live an extraordinary life. But it is not as simple as it seems. Just asking the question is not enough; you will have to reciprocate with the question in order to live your dream life. To practically live your life as it was your last 24 hours requires a tonne of courage, confidence and will power. When you try to act according to your last wishes, you fear. Your heart pumps at a thousand miles per second. You feel the chill from your head down to your spine. You will fight between conveying and not conveying your final feeling to people even if you knew you were going to die after 24 hours. Isn't this strange? Isn't this inspiring?

I want you to live your life everyday as if it were your last 24 hours and notice the change it will have on your life. It will improve you relationships, productivity at work, Happiness in your life and ultimately the quality of your life.
This question is super powerful. This question will change your life and believe me if this doesn't you can throw this book right away in the trash.

This question will help you in finding your life purpose. It will let you live in the present moment where the happiness exists.

Most people crave to live a good life however they often realize that there are no clear guidelines to enable them govern their lives accordingly. The following golden rules to live by will ensure that you live a good life full of happiness while giving you strength to handle adversities:

1. **Don't be the smartest person in the room.** Watch your peers. Always surround yourself with positive and inspiring people. Every interaction of have with your peers has an impact on your attitude. Surround yourself with knowledgeable people in order to learn something from them. This will increase your speed to succeed.
2. **Try to change what you can and accept all the things that you cannot.** We are at war with ourselves. Accept your past without regrets; handle your present with confidence and your future without fear. Take charge of your life and improve what you can. There are certain things that are out of your control

and so you should not waste your time in making yourself uncomfortable with these situations.

3. **Continuous Self Mastery.** This is the only thing that will make your life extraordinary and make you an amazing being. This journey is not easy and will require your full efforts. This is not a one time practice. This is a journey.
4. **Examine your life, engage it with a vengeance and search for new destinies and pleasures to reach with your mind.**
   This golden rule echoes the wisdom of ancient Greek philosophers including Plato and Socrates. The rule stipulates that in order to live well you have to examine your life using the ability to reason which is nature's gift to humanity. The ability to reason is evident in all phases of life from the toddlers who seeks to explore their new surroundings to grandparents who reads and assesses the newspaper headlines. The ability to reason enables humans to be involved actively in life, to think, explore and discover new resources.
5. **Treasure true friendships since they cannot be acquired in the market place but can only be nurtured in relationships full of amity and trust**
   This is another principle among the 10 golden rules to live by that is also borrowed from Greek philosophy. A defining characteristic of humanity is the ability to form deep association with others also known as friendship. Animals usually do not need this kind of association; however human beings cannot be fulfilled without the associative bond called friendship. The bond cannot be replaced by status, wealth or power hence true friends should be treasured.
6. **Live a balanced life and avoid excesses.**
   This is a useful nugget of wisdom among the 10 golden rules to live by that seek to prove that even good things if not done or pursued in moderation can lead to sorrow and suffering. Ancient thinkers often viewed moderation as a solution to life's riddles. The Greeks knew to well that when people violate the limits to a reasonable balance in life they pay a high price for it.
7. **Prosperity is not a cure-all by itself; money is necessary but not a sufficient condition to live a good life full of wisdom and happiness.**
   Prosperity means different things to different people, for some it is about wealth accumulation in the form of real estate, money and equities. For others it is about accumulation of power and status. In both cases prosperity requires wisdom otherwise those who spend all their energy pursuing it heedlessly might find more grief than happiness.
8. **Kindness will always be rewarded in the long run**
   Being good to others is a habit that reinforces your quest for a good life; it bestows on you and others a sense of satisfaction and fulfilment. Modern

religious though tends to perceive kindness as a type of investment towards future salvation or admission to paradise. Ancient Greek saw kindness from as a positive act that not only has positive effects on the giver but also on the receiver. To put it simply kindness tends to return to those who did such acts.

9. **You can learn something from everyone.**
   In life never assume you are always better than everyone, just as you expect to learn from an acclaimed CEO you can also learn important lessons from a homeless beggar. Each person has something they are good at so never be too quick to dismiss others.
10. **Make a commitment you're not going to gossip.** Don't talk trash about people. The more you talk trash the more it will return to you. The most dangerous part about gossip is that it steals another person's reputation**.** Gossip grows an audience. You simply being there listening to it adds to its appeal. If someone starts to tell you something gossipy, say, I'm sorry, but I don't feel comfortable talking about this person when they're not here to defend themselves. Not only will you break the gossip chain, but you also will gain the trust of other people, as someone who won't spread rumours. Don't judge people based on gossips.
11. **Do Your Best to Avoid Drama.** To live a life free of conflict is nearly impossible, but I often find myself seeing the same people on social media who never seem to stop complaining about the same things, over and over again. Eventually, when someone constantly finds themselves in the middle of turmoil, one must ask themselves what (or who) the common denominator is. Sometimes, conflict is caused by another person in your life who's difficult to walk away from. Sometimes it may seem out of our control. While it isn't easy, it isn't a coincidence that some people can never seem to escape the cycle. It's all about the decisions we make along the way.
12. **Experience True Pleasure.** Avoid shallow and transient pleasures. Keep your life simple. Seek calming pleasures that contribute to peace of mind. True pleasure is disciplined and restrained.
13. **Treasure your body for it is the vessel that guides you through your life.** You may think that money or success is important, but nothing is as important as your own body. Without it you can't live. Make it a habit to eat a healthy and natural diet, be sure to exercise regularly and above all get plenty of sleep. Also try to keep your life as stress-free as possible, stress makes you age faster and makes you old before your time
14. **Do unto others as you want others to do to you.** Maybe you believe in karma and maybe you don't. It's my experience that you reap what you sow or "what goes around comes around". Treat others with kindness and respect to get the same in return, but treat others like garbage and then you can be

pretty sure it'll come back to you (although maybe only much later and not the same people you did it to).

15. **Make a difference to a least one other person's life.** I believe that we're all on this planet together. Life isn't meant to be completely selfish, we're here to give to and help each other. Right now there are countless people who could use a helping hand so why not give back a little? You don't necessarily have to give money. You can give some of your time or experience to help someone else with something you've already overcome. Helping someone else is one of the most rewarding things you can do.

Note: This is no bullshit. I've only listed what I have learned in my life and think should be followed by you to make your life more productive.

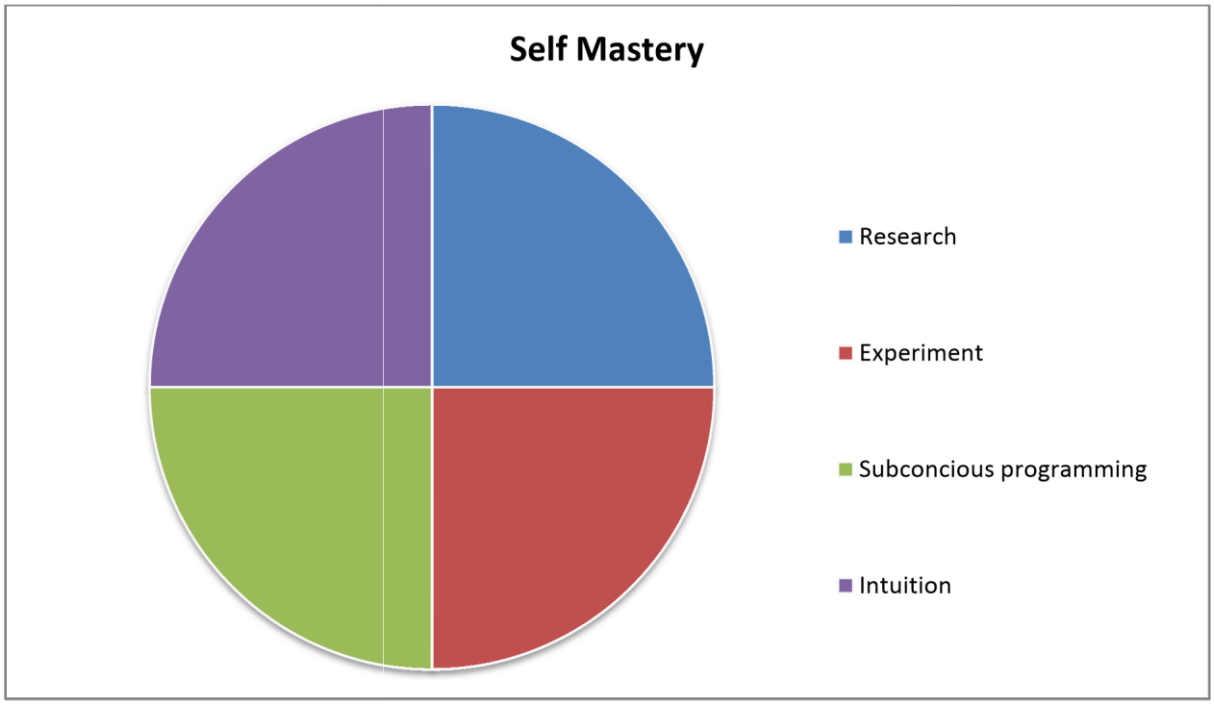
ESSENTIAL 6:

SELF MASTERY

Essential 7: Self Mastery

"Give me a fish and I eat for a day. Teach me how to fish and I eat for a lifetime"

Self Mastery is the ultimate solution to any problem and or a challenging task. Self-mastery … is the ultimate test of our character. It is a cognitive and everlasting activity. You can do whatever you want, successfully if you follow the procedure of self mastery that I have created based on my experiences. It can also be said as the 4 relative parts of the self mastery package.



Self mastery is all about knowing EVERYTHING about the subject and when you know everything about something don't you think you can achieve excellence and success in it? Of course yes! This is the "**only way**" to be world class at whatever you do. But before you become a master you have to be a student.

"When a student is ready, the master appears"

What do you think of this quote?

I have stated the 4th step/part of self mastery as **Intuition**. I personally think that intuition is the tuition which exists inside you (in-tuition: tutor within). Google defines Tuition as - teaching or instruction, especially of individual pupils or small groups. Your intuition is your greatest teacher who will help you to master yourself in any area of your life. Your intuition is build & strengthened by your subconscious mind. Your subconscious mind is made-up of your belief systems, habits and experiences. You build beliefs and habits based on the experiences you have in your life. You experience various things when you perform different

activities, this is in general. Experiments are specific, so when you act your experiment you experience things about that specific subject and therefore it is important to experiment in life. But how will you experiment? Yes you guessed it right! By doing a research. Research is nothing but getting an in-depth knowledge and information about the subject. But often the information you gather is in general and some part of it might be crap! In order to extract only the most relevant facts and information, you try to filter this information - you experiment, learn and repeat these facts in practical life that provide you with the conclusion, a solution. Self Mastery is a cycle. Follow these 4 steps/stages/parts of self mastery to create an effective life!!!

1. RESEARCH
2. EXPERIMENT
3. SUBCONCIOUS PROGRAMMING
4. INTUITION AS YOUR GUIDENCE

“I am the Master of my Fate and the Captain of my Destiny. – Nelson Mandela”

The mastery of one’s own self to forge one’s own destiny is possibly the ultimate test a man could face in his life. Self mastery possibly represents the ultimate goal that a man could achieve (or could seek to achieve) — for it is a potent tool that helps us to create the reality or destiny that we seek for ourselves…
Many successful men live their lives mastering others without mastering themselves. Happiness from success is not a goal, but a journey. But the greatest fulfilment comes from freedom, for it allows us the leverage *to shape the destiny we desire for ourselves*—which is often and truly created by selfmastery of the self, which itself is a journey.

"The hardest victory is the victory over self." -
Aristotle

We can only control what we control. Instead of accepting where we are in life, we can put self-mastery into action—and be as proactive as possible to create the kind of success we want to experience in our lives. Have an honest assessment of your strengths and your weaknesses. That means dropping the pride and ego and owning up to your ugly parts. The first step to recovery is admitting you have a problem. Self-mastery has to start with self-honesty. A simple exercise is to make three columns: 1) My Strengths 2) My Weaknesses 3) My Goals. Your weakness should turn into strengths, and your strengths should go from good to great. Your

goals should include specific ‘Hows” and “Whens” for your progress in each area. This is something you can include with your daily journaling. You might find some online personality tests helpful. This is also a good time to have close friends and mentors share their thoughts.

“There is only one corner of the universe you can be certain of improving, and that’s your own SELF.” ~ Aldous Huxley

Self-mastery is a challenge for every individual. Only we can control our appetites and passions. Self-mastery cannot be bought by money or fame. It is the ultimate test of our character. It requires climbing out of the deep valleys of our lives and scaling our own Mount Everest..

“If your life ended tomorrow, would you be proud of what you left behind?”

“Happiness does not depend on what you have or who you are, It solely relies on what you think”

“You must learn a new way to think before you can master a new way to be”

“Master your psychology, create an extraordinary life”

“When you do what you fear most, then you can do anything”

“One can have no smaller or greater mastery than mastery of oneself”

“What you focus on, Grows..”

“Try not to be a man of success but rather become a man of value”

“What you imagine, you create”

“Lessons in life will be repeated till they are learned.”

“Your best teacher is your last mistake and your intuition”

“Science is organized knowledge, Wisdom is organized life”

“You can never hide yourself from pains and suffering even if you go to the remote place because your mind goes with you.”

“The mind is everything, what you think you become”

“Small minds discuss people, average mind discuss situations and great minds discuss ideas”

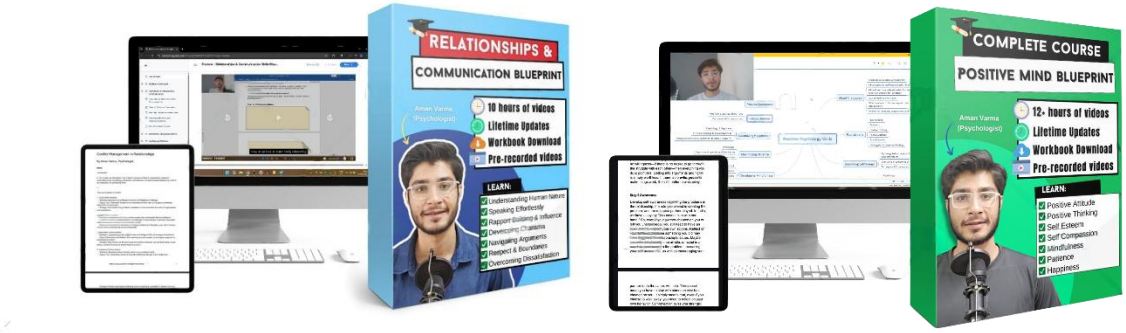
“You only lose what you cling to”

“Rule your mind or it will rule you”

“There is no path to happiness, happiness is the path”

“Your work is to discover your work and then with all your heart to give yourself to it”

“No matter how hard the past, you can always begin again”

“You don’t have to be great to start, but you have to start to be great”

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